

MAINTENANCE-OF-WAY PERSONNEL

This chapter deals with the duties of maintenance-of-way personnel, with regard to protection, tracks and right-of-way, and tools, appliances, and machines used in the performance of those duties.

GENERAL

Watchmen

Personnel working on or about tracks must be protected by a watchman or by appropriate signals. The watchman must be stationed where he can see approaching locomotives or cars and be able to warn personnel with a whistle, or some other means in time to allow them to get clear.

Train Clearance

Upon the approach of a locomotive or train, maintenance-of-way personnel must move to a place of safety clear of all main tracks. Personnel must ensure that all tools and materials are removed or placed so that they will not interfere with the passage of trains. Personnel will observe passing trains for hotboxes or other mechanical defects, signaling the crew as appropriate.

Flag Protection

Performing work that will obstruct tracks or affect the movement of trains, without the proper flag protection, is prohibited. Competent flagmen or watchmen equipped with torpedoes and proper signal materials (flags by day and fusees or lanterns by night) will be sent a sufficient distance to ensure full protection. They will place two torpedoes and, if conditions of visibility require, display lighted fusees. When necessary, because of curves or weather conditions, two flagmen will be sent out. The second flagman will be stationed between the first flagman and the point to be protected. Torpedoes will not be placed near stations or public crossings or where they may injure persons.

Fires

Maintenance-of-way personnel must be alert for fires that may occur along the right-of-way. They must remove combustible materials from the vicinity of tracks, bridges, and buildings. Water barrels on bridges, trestles, and station platforms must be kept filled, and defective barrels will be replaced. Personnel must observe telephone and telegraph lines to see that poles and lines are in the proper position, particularly after serious storms. Fire coals or ashes seen falling from passing locomotives will be promptly reported to dispatchers, giving location, number and direction of movement of locomotive, and time seen.

Camp Cars

Personnel are prohibited from entering or leaving camp or material cars that are standing adjacent to

main tracks, except through the side or end opposite the main track.

TRACKS AND RIGHT-OF-WAY

Track Clearances

The space between and beside yard tracks and switches must be kept clear of tools and materials if possible. Materials piled for use on line of road must be kept a safe distance from tracks. Guards will be posted when required. Any holes which have been dug near tracks must be filled as soon as possible. Until they are filled they must be covered or otherwise protected to prevent injury.

Track jacks must be placed on the outside of rails when possible. When necessary to use jacks to raise rails, flag protection will be provided. Storing tools or material in tunnels is prohibited. Details working in or near the mouth of a tunnel will stand clear of all tracks when a train approaches. Personnel who are not able to leave the tunnel will occupy manholes. If possible, tunnels should be lighted if work is to be performed in them.

Material and Tool Handling

Use gloves when handling creosoted ties and timber and climbing creosoted poles. Exposed skin should be covered with salve or clean grease when working among creosoted materials.

TOOLS, APPLIANCES, AND MACHINES

When handling tools, appliances, and machines, personnel must comply with the following rules:

- Do not use machines or tools for purposes other than those for which they are designated.
- Do not strike hardened bolts, pins, bushings, tempered tools, or any other hardened objects with hard hammers, or other hardened materials.
- Do not use spike mauls to strike chisels, rock drills, backing out tools, lining pins, other spike mauls, and so forth. Use approved hammers for such purposes.
- Do not spike over a rail, except when track structure makes it necessary. Two people must not drive the same spike at the same time.
- Do not drive claw bars under spike heads with spike mauls. Use sledge hammers for this purpose.
- Do not use lining bars or claw bars to turn rail. Use rail forks or other approved tools for this purpose.
- Do not leave shovels, forks, rakes, hoes, or other pointed or sharp-edged tools lying with points or edges up.
- Do not leave tools or material standing or leaning against walls, locomotives, cars, or anywhere they may fall or be knocked down.

- Use proper equipment or material to align holes when inserting rivets, bolts, knuckle pins, and so forth. Personnel must not use fingers to align holes.

- When assisting in the use of chisel bars, punches, rods, or other such equipment, the person holding the tools should stand on the opposite side from the person using the hammer whenever possible.

- Do not use a file as a wedge or pry bar, strike a file with or against metal, or use a file without a handle.

- Use a wrench that fits properly. Pipe wrenches should be used on pipe or rounded materials only. Where possible, apply force by pulling. If wrench must be pushed, do so with open palm. Never apply improvised extensions to handles of wrenches or other tools to increase leverage.

- Use brooms, bagging, or similar protection when cutting off bolts, nuts, or rivets, and when backing out bolts or rivets. Use canvas or other screens when chipping or cutting to prevent injury from flying fragments.

- Never press a screwdriver into a small object held in the hand. Use a vise or other means to hold such materials.

- Never sit on, stand on, or straddle a bar or lever when using it.

- When moving a car by hand, have the handle of the car mover slightly out of line with the rail to avoid catching fingers.

- Ensure that jacks have secure and adequate footing. Except when using jacks in track repair operations, a block of wood or other approved cushioning material must be inserted between the head of the jack and the metal parts being jacked. Use proper jack handles, and remove handles when jacks are not being operated.

- Ensure that all personnel, tools, and materials are in the clear before tripping or otherwise lowering a jack under load.

- Place track jacks on outside of rail when possible.